



Notice of Meeting
Tuesday, September 10, 2013, 7:00 p.m.
Cyrus Dallin Art Museum
Jefferson Cutter House (lower level)
611 Massachusetts Avenue
Arlington, MA 02474

Agenda:

1. Approval of Minutes of Meeting held on August 13, 2013
2. Action Items:
 - Permits for Art on the Green to be secured by G. Tremblay. Jackie Bates to develop staffing plan for September 21. Sarah Burks to prepare press release.
 - Heather Leavell to determine priority order for membership letter to residents in Arlington.
 - Heather Leavell to draft article on Massasoit by November.
 - Sarah Burks to attend follow up meeting on Master Plan.
3. Treasurer's Report
4. Fundraising
 - a. Membership mailing update
 - b. Art on the Green and Raffle
 - c. Annual Fundraiser
5. Collections
6. Volunteers' Report
7. Education & Interpretation (Programs & Exhibits)
 - a. Chairful--collaboration for next year
 - b. Tourism Booth (poster and materials to stock and video)
 - c. Walking Tour of Crescent Hill on Oct. 5
 - d. Arlington International Film Festival on Oct. 23-27--collaboration tour on Oct 26 and other things)
 - e. Robbins Library museum pass
8. Marketing & Public Relations
9. Facilities
 - a. Exterior signage update
10. Organizational Planning – strategic plan update
11. Other Business